

Brooksbank Elementary PAC Meeting

7 p.m., May 9, 2018 | Brooksbank Library

1. **Call to order, Welcome** (Corinna Bork) – 7:00 p.m.
2. **Natural Learning Space – Habitat Systems Presentation**
 - a. Phillip Milton (natural playground designer)
 - b. Natural playgrounds and learning spaces for 5-12 year olds relatively new at elementary schools. They meet many needs and are becoming very popular. They can complement traditional “manufactured” playgrounds which become less desirable to older kids, who enjoy the hang out and reflection spaces of natural playgrounds. Kids needs all kinds of play spaces.
 - c. Concept drawings and photos circulated for viewing. Possible features include log play structures, bridges, “community table” space, adventure play, dry riverbed, netting, benches, amphitheatre, shelters, quiet are nooks, etc.
 - d. Costs vary e.g. 75-150K – depends on what we want. Could start with an anchor piece or two and grow from there (e.g. could be a phased approach).
 - e. Timeline depends as it would need approval through the school board. That can take some time but depends on the administration and how supportive and responsive they may be.
 - f. Teacher input – Would love a learning space included in whatever we develop for Brooksbank. Suggestion: Circle of logs with a circular table/stage in the middle.
 - g. Idea – Incorporate sound features.
 - h. Longevity of wood? – Yellow cedar lasts about 30 years. This company does not treat it and does not recommend that we treat it as it has natural preservative qualities.
 - i. Note – this presentation is from one of a number of developers/builders that we are consulting with.
3. **Approval and adoption of minutes** (Corinna Bork) – Approved.
4. **Review action items from last meeting**
 - a. School SWAG sub-committee meeting will be scheduled before next PAC meeting.
 - b. Gathering parent input re. 2 pm dismissal – Corinna will get that going in May/June.
 - c. Spencer will share Provide fee schedule to parents early in school year (e.g. Bighouse, Outdoor school, Ski Program, etc.) to eliminate surprises.
5. **Treasurer’s report** (Ruth Bach)
 - a. **PAC Accounting**
 - Quickbooks set-up complete.
 - Huge thank you to Karen Beattie for volunteering countless hours to help in the process and lend second set of eyes
 - All but one teacher’s expenses have been submitted. Deadline coming up (May 15th).

b. Items over budget (approval required)

- Portable AV screen \$320 over budget to include recommended retraction option to increase longevity of screen. 2-year warranty. Retraction feature can be replaced separately if needed.
Motion: Approve the additional cost (Corinna). Seconded. Passed unanimously.
- Teacher budget (1): \$41.61 over due to miscommunication with other teacher at beginning of school year
- Teacher budget (2): \$58.61 over budget due to second teacher ordering supplies

Request: That teachers please consult with each other and watch for this moving forward.

Motion: Approve the additional teacher supply costs (Theresa). Seconded (Robin). Passed unanimously.

Teacher Feedback: Thank you from the teachers for this discretionary money for teaching. It means a lot and is very appreciated.

6. Principals' report (Spencer & Glenda)

- a. Cops for Cancer visited the school in September. We have a toonie drive planned this Spring to help fund this.
- b. School Fees – small adjustments since last presentation. Kindergarten supplies moved from \$45 to \$50. Grades 1-3 remain \$45 for supplies
- c. May – There will be a self-assessment of Core Competencies administered to all the students. Thinking, communicating and social/personal responsibility will be self-evaluated in terms of what I do well, what I want to improve, and what is my goal? This is done province wide. Results will be sent home.
- d. Thank you to contributors to Reading Week and the Talent Show and the parent volunteers with ultimate frisbee! These have all been a big success. Reading Awareness Week raised \$450 from Usborne Books for the library and \$350 from second hand book sale which went directly to the library as well.
- e. Reminder: There is a growing collection of items in the lost and found. Please come and collect your wayward items.

7. Committee Updates

a. Parent Night (Sukhpal Dhaliwal)

- a) Ticket sales are underway via Munch a Lunch, deadline (for tickets including dinner) is May 18th.
- b) Volunteer recruitment will start soon.
- c) Expect to see further communication (email, flyers) by end of this week.

8. 2018-2019 PAC Budget All Discussion

a. Budget Highlights

- a) Different from previous years: 2018/2019 budget includes projected revenue and all expenses (as opposed to only gaming, school and teachers' expenses)
 - b) Will start 2018/2019 year with significant surplus (around \$80K), due to
 - 1. Significant increase in Fun Lunch profits
 - 2. No major projects funded in 2017/2018
 - 3. Traditionally budgeted one year ahead
 - c) Proposal to use \$14-17K out of surplus to pay for spider web replacement
 - d) Proposal to earmark remainder for natural learning space, in addition to applying for variety of grants. As strong support was expressed for this project, will move forward with further research, evaluation of suppliers and development of plan.
 - e) Decide on appropriate amount for rainy day fund (\$10K?)
 - f) Proposing a break-even budget for 2018/2019 (projected income equals projected expenses)
- b. **Draft Budget** – reviewed line-by-line with the meeting attendees. A copy will be posted/circulated with the minutes. Request to provide comments and questions to Corinna or Spencer prior to next PAC Meeting. Final budget vote at June PAC meeting.
- c. Will discuss budget further at next meeting.

9. New Business

No new business

10. **Next Meeting:** June 20 , 2018

11. Adjourned at 8:20 pm

Meeting Notes By: Rose Vlaar, PAC Secretary